



## **City of Covington**

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### **HUMAN SERVICES COMMISSION MINUTES**

**June 14, 2012 - 6:30 p.m.**

Council Chambers

#### **CALL TO ORDER**

Chair Haris Ahmad called the June 14, 2012 meeting of the Human Services Commission to order at 6:37 p.m.

#### **MEMBERS PRESENT**

Haris Ahmad, Leslie Hamada, Colleen Holmes, Fran McGregor-Hollums, Mia McFarland, and John Woodcock

#### **MEMBERS ABSENT**

Sue Ray was excused.

#### **CITY STAFF PRESENT**

Victoria Throm, Personnel & Human Services Analyst  
Noreen Beaufriere, Personnel Manager

#### **PLEDGE OF ALLEGIANCE**

Chair Ahmad led the Pledge of Allegiance.

#### **APPROVAL OF CONSENT AGENDA**

**CM MCGREGOR-HOLLUMS MOVED AND CM HOLMES SECONDED TO APPROVE THE AGENDA, WHICH INCLUDES THE MINUTES FROM MAY 10, 2012, AS WRITTEN. VOTE: 6-0. MOTION CARRIED.**

#### **GUEST SPEAKER:**

Kizzie Funkhouser, Volunteer Services Supervisor at Catholic Community Services came to the meeting to share with the commission the purpose and goal of the Volunteer Chore Services program. The program is designed for low-income seniors or disabled who live at home but need assistance for shopping, transportation, house or yard work, and limited respite care. She noted that this is the first funding cycle with the City of Covington and how much they appreciate our support. Although it took a while for the program to grow, they have really seen the needs expand this year. In the first two quarters they have reached their goal for number of clients served and are on track to exceed their goal for number of hours of volunteer chore services. Kizzie explained that the needs will vary from client to client; some may call for a one-time service while others will need additional services as they age and become more dependent.

Victoria asked how they market their program to Covington residents. Kizzie replied that they receive many referrals but they provide brochures to Maple Valley Community Center, Covington Senior Apartments, and Meals on Wheels. The Commission suggested she include Maple Valley Food Bank and Storehouse to reach others that may need this service.

The presentation was followed by questions from the Commission who were very pleased with the services that are being provided to our residents in need.

**OLD BUSINESS:**

*Item 1. Review Human Services Master Plan Conclusions and Recommendations*

The Commissioners reviewed the Executive Summary and the Conclusion sections of the Master Plan provided by Victoria. CM McGregor-Hollums noted some minor corrections and recommended changing the final paragraph of each document. After a thorough discussion, the Commission agreed on the final wording to both sections. Victoria will make the final changes to the Master Plan in order to take to the City Council for approval in July. Noreen will send Victoria the date of the Council meeting and notify the Commissioners. Once approved, the Master Plan will be printed, spiral bound, and distributed to all commissions in addition to the council.

**NEW BUSINESS:**

*Item 2. Discuss Funding Cycle Applications*

The first thirteen applications were discussed. The Commission noted that several new applicants were poorly written and they would not be considered for funding. The commission asked that Children's Home Society, Auburn Youth Resources, and Maple Valley Community Center all be invited to present their programs at the July meeting. Their applications were fairly well written and the program services they provide were of interest.

The Commission will continue discussion of the remaining applications at the July meeting.

**COMMENTS**

With no further business, Chair Ahmad adjourned the meeting at 8:20 p.m.

Submitted by:



Victoria Throm  
Personnel & Human Services Analyst